



GENERAL SERVICES ADMINISTRATION

AUTHORIZED FEDERAL SUPPLY SCHEDULE TERMS AND CONDITIONS

Contract #: GS-02F-0080U

Contract Period: April 13, 2018–Apr 14, 2023

On line access to contract ordering information, terms and conditions, up to date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu driven database system. The INTERNET address GSA Advantage! is: GSAAdvantage.gov. For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contractor's Name, Address & Phone Number

eLegalsupply.com, L.L.C.

DBA LegalSupply

341 Mullica Hill Road, Mullica Hill, NJ 08062

www.legalsupply.com

Phone: 888-868-5073

Fax: 856-478-6634

Small Business

Contact: Jason Horner, President: jasonh@legalsupply.com

Customer Information

1.
 - a. **Table of awarded special item number(s):** eLegalsupply.com, L.L.C. offers , Office Products and Supplies. See Attachment 1
 - b. **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.** See Attachment 1
 - c. **Not applicable**
2. **Maximum order:** \$150,000
3. **Minimum order:** \$25
4. **Geographic coverage (delivery area):** 48 Contiguous states and the District of Columbia for.
5. **Point(s) of production:** Mullica Hill, NJ 08062-2661
6. **Prices shown on the FSS Price List are "net".**

7. **Quantity Discount:** Single Order

Expanding Files (Redweld products)	
500+ individual units	2%
1000+ individual units	4%
1500+ individual units	6%
Legal Index Tabs*	
500+ Packs	10%
1000+ Packs	15%
1500+ Packs	20%

8. *This quantity discount applies to Legal Tabs only, with the exception of all collated number sets between 2001 & 10,000.

9. **Prompt payment terms:** Net 30

- 10.
- a. **Government purchase cards are accepted at or below the micro-purchase threshold.**
 - b. **Government purchase cards are accepted above the micro-purchase threshold.**

11. **Foreign items (list items by country of origin):** None

- 12.
- a. **Time of delivery:** 1-5 Days
 - b. **Expedited Delivery:** All items on the price list are available for expedited delivery. Please contact eLegalsupply for details.
 - c. **Overnight and 2 day delivery:** All items on the price list are available for 2-day delivery. Please contact eLegalsupply for details.
 - d. **Urgent Requirements:** eLegalsupply will make every effort to comply with urgent requirements. Customers may contact the Contractor's representative for details.

13. **F.O.B. point(s):** Origin – Freight prepaid by seller.

- 14.
- a. **Ordering address:**
eLegalsupply.com, L.L.C.
341 Mullica Hill Road
Mullica Hill, NJ 08062
 - b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

15. **Payment address:**
eLegalsupply.com, L.L.C.
341 Mullica Hill Road
Mullica Hill, NJ 08062

16. **Warranty provision:** If a customer is dissatisfied with an item and desires a refund, it is necessary to contact eLegalsupply.com within 20 days of receipt. Returned items are subject to a 15% restocking fee. Depending on the type of product, certain conditions may apply. Please contact eLegalsupply for details.

17. **Export packing charges, if applicable:** Not Applicable

18. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** As stipulated by Clause 552.232-77 Payment By Government Purchase Card (March 2000), eLegalsupply.com will accept the Government Purchase Credit Card for purchases equal to or less than the micro-purchase threshold; however eLegalsupply.com will accept the Government Purchase Credit Card for purchases over the micro-threshold.
19. **Terms and conditions of rental, maintenance, and repair:** Not Applicable
20. **Terms and conditions of installation:** Not Applicable
21. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** Not Applicable
22.
 - a. **Terms and conditions for any other services:** Not Applicable
23. **List of service and distribution points:**
eLegalsupply.com, L.L.C.
341 Mullica Hill Road
Mullica Hill, NJ 08062
24. **List of participating dealers:** Not Applicable
25. **Preventive maintenance:** Not Applicable
26.
 - a. **Special attributes:** Products are 20% recycled and/or post-consumer content.
 - b. **Section 508 compliance:** Not Applicable. The EIT standards can be found at: www.Section508.gov/.
27. **Data Universal Number System (DUNS) number:** 120582395
28. **eLegalsupply.com, L.L.C. is registered with the Central Contractor Registration (CCR) database.**